

HAMILTON COUNTY AIRPORT AUTHORITY
APRIL 10, 2008

The Hamilton County Airport Authority met at 5:30 p.m. on Thursday, March 10, 2008 in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. A quorum was present of Allyn Beaver, Tom Kapostasy, Don Silvey and Tim Tolson. Ted Moran was absent.

Work Session – Conference Room 1A

Small Capital Projects

Silvey distributed copies of the airport's county general 2008 budget, the 2008 operating budget and the 5 Year Small Capital Maintenance project list. The Board has previous obligations to repair the driveway and bring the wiring at the airport up to standards. Silvey has asked Woolpert to prepare an estimate for the inspection of the wiring. Silvey stated Dan (Montgomery) has also requested additional lighting.

Howard stated 2008 will be the last year the airport will receive funding from the Thomson TIF District. The debt service is projected for \$1.8 million for two projects, Carmel's Illinois Street improvements and airport improvements. The TIF collections are estimated at \$1.6 million with Carmel pledging COIT to cover the difference. Under the new property tax reform act, the TIF language has been changed to "located within or connected to the allocation area"; after 2008 we would not be allowed to use any of the TIF money for the airport. Silvey asked if there will be any money left in the TIF fund after the Master Plan is completed? Howard stated no.

Airport Manager Contract

Howard stated Dan Montgomery is one of our tenants, is our FBO (Field Base Operator) which is not an exclusive contract, and is the airport manager. In larger facilities the airport owner would have a staff at the airport to collect the rent and manage the airport. At the time Hamilton County purchased the airport we signed an airport manager agreement with Dan Montgomery that gave him 20% of the first \$400,000 of airport income (fuel flowage, farm rent and the county's T-Hangar rents). The T-Hangar rent will be going down when we tear down the T-Hangars but the farm rent will increase. Dan was to receive a minimum of \$25,000 and the county was guaranteed \$40,000 annually. The county receives their money first and Dan receives his money last. To be competitive Howard recommended increasing Dan's contract \$5,000 per quarter or \$45,000 annually for 18 months (end of calendar year 2009) with the county no longer receiving the \$10,000 quarterly payment. Kapostasy stated he is in support of the fundamental change but we need to have an airport manager position that is a salaried position for the market value. Kapostasy recommended a five year extension at \$45,000 with a CPI rider. Consensus was to have Howard draft the contract for the next meeting.

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Northside Trailer Sales Agreement

Howard stated he is reviewing the agreement with Northside Trailer Sales and recommended the contract not be signed this evening.

Capital Projects

Silvey stated he would like to ask the Hamilton County Highway Department to add the driveway paving to a county contract; we would pay by the ton. Montgomery asked if the ramps could be paved, they are falling apart. Montgomery stated there are still small cracks in the runway that need to be filled.

Silvey asked if the Board wants to get the lighting done this year? Kapostasy asked if there is anything else left on lighting, markings on taxiway and runway that needs to be done? Silvey stated the marking on the taxiway and runway are under the grant. Kapostasy asked what are the things we need to do to keep the airport up and running? Silvey stated the paving of the entryway and the inspection of the conduit. Silvey will get costs for the paving, including the runway for the next meeting.

Kapostasy asked Brad Beaver if the Board can use the \$200,000 Capital Improvement line item for litigation expenses if needed? Beaver stated any time this Board would get sued they could come to the Council for an additional appropriation that is over and above normal business.

The Board recessed the meeting and moved to the Commissioners Courtroom.

Public Session

President Silvey called the public session to order at 6:41 p.m. Secretary Rauch called roll and declared a quorum present.

Approval of Minutes

Kapostasy motioned to approve the minutes of March 6, 2008. Tolson seconded. Motion carried unanimously.

President's Report

Zionsville Schools

Silvey reported that he and Dan Montgomery have met with the Superintendent of the Zionsville School System to keep them informed of airport activities.

Annual Report

Silvey has mailed copies of the 2007 Annual Report to the Boone County Commissioners and distributed copies to the Hamilton County Commissioners and Hamilton County Council.

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Committee Reports

Community and Public Relations

HCCVB Grant

Tolson stated there is a balance of \$1,970 left from the first HCCVB (Hamilton County Convention and Visitors Bureau) Grant that needs to be spent by the end of the year. Andrea Montgomery will work with Kim Rauch on the appropriate expenditures.

Tolson stated he and Andie met with Warren White to finalize the questions for the marketing research for the Destination Hamilton County Grant.

Indianapolis Executive Airport Report

Open House Fly-In

A. Montgomery stated planning continues for the June 14 Open House Fly-In. The operating account does not have a line item to fund the Open House so help with raffle items or volunteering for the event would be appreciated.

Kapostasy stated in the county's budget under Community Relations (#3614) there is a \$4,000 balance, is there anything we expect to spend from that line item? Silvey stated he does not know of any obligation other than the June Open House. Kapostasy motioned to reimburse up to \$2,000 for receipted expenses for the June 14 Open House. A. Beaver seconded. Motion carried unanimously.

AAI Quarterly Meeting

The Montgomery's will be attending the AAI (Aviation Association of Indiana) quarterly meeting on April 17 in Greensburg. If any of the Board members wish to join them, they will be flying in.

Fundraiser – Jackson Center

The fundraiser for the Jackson Center will be May 3 with a pancake breakfast. Invitations will be sent to all County Elected Officials. They need volunteers and raffle prizes.

Security Review

This year's security review has begun. They have had two (2) meetings with the TSA (Transportation Security Authority) and FBI (Federal Bureau of Investigation). The TSA was very complimentary of IEA (Indianapolis Executive Airport) pro-active stance on security. Formal tours are being scheduled for the Zionsville and Westfield Fire Departments. They have been discussing formal training at the airport. The final security procedures and report should be complete by May 1.

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Customer Interviews

Montgomery's Customer Service Representatives are continuing their in-house procedure of narrowing down where the business customers are coming from and their destinations. To date there have been eight (8) jets visiting businesses in Hamilton County; four (4) on vacation in Hamilton County and Indianapolis; six (6) visiting businesses in Boone County; 10 were picking up passengers for trips; seven (7) declined to give us information and four (4) who gave incomplete information. They came from nine (9) different states.

2007 Audit

The 2007 Audit is in progress and the final report should be complete after April 15.

First Quarter Payment

A. Montgomery has given the first quarterly payment to the county.

AWAS

Dan Montgomery stated the satellite dish was installed for the AWAS with final installation complete April 11.

INDOT Inspection

The airport passed the INDOT Inspection with no write ups.

Reflectors

Woolpert will be laying out the reflectors and they will be installed in June when Michiana moves the Glideslope.

Rule 6

The Rule 6 Certification Letter has not been completed by Woolpert. Silvey will check on its status.

Engineering Report

AIP-14

Silvey requested approval of the grant application for AIP-14 from the FAA in the amount of \$445,000 for the Master Plan. The FAA has agreed to reimburse for 75% of the Master Plan. Kapostasy motioned to approve. A. Beaver seconded. Motion carried unanimously.

Master Plan

Silvey requested approval of the Professional Service Agreement Addendum #3 with Woolpert, Inc. for the remaining portion of the Master Plan. The agreement is in an amount not to exceed of \$215,153. Tolson motioned to approve. Kapostasy seconded. Motion carried unanimously.

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Northside Trailer Sales Easement

Silvey stated the FAA is requiring completion of an environmental checklist for granting the easement for a private entity to construct a drain across the airport property to the ditch for Northside Trailer Sales. This is not for opening of the ditch. There are two issues, the ditch itself and the easement. Chris Snyder is working with the FAA to complete the checklist; the owners of Northside Trailer Sales have hired an attorney whom has written a letter that does not agree with Snyder's or the FAA interpretation. The affected parcel was part of the FAA Reimbursement Grant #6, under the previous owner.

Next Meeting – May 1, 2008
5:30 p.m. Work Session
6:30 p.m. Public Session

Meeting adjourned at 7:17 p.m.

Present

Tom Kapostasy, Vice President
Don Silvey, President
Tim Tolson, Board Member
Allyn Beaver, Board Member
Mike Howard, Attorney
Brad Beaver, County Council Liaison
Andrea Montgomery, Montgomery Aviation
Dan Montgomery, Montgomery Aviation
Carl Winkler, Montgomery Aviation
Kim Rauch, Secretary
Evan Kellum

APPROVED

Don Silvey, President

Date: _____

ATTEST

Kim Rauch, Secretary

Date: _____